

MINUTES FROM NOVEMBER 3, 2022 – MEETING #3

Location: Strafford/Remote

Attendees: Town of Strafford: Lisa Bragg; Shelby Coburn; John Freitag; Curt Albee; Rockwell Fuller; Anni Praetorius; Beverly?

gbA: Tom Bachman

OLD BUSINESS:

- 1.1 Town would like land swap to include enough land for future expansions.
- 1.2 Surveyor has been hired by town. Surveyor needs to delineate limits of floodplain/floodway.
- 1.3 Possible funding sources include:
 - State and Federal grants but this will trigger Division of Historic Preservation involvement.
- 1.4 Encroaching in the river corridor/flood zone will impact State and Federal funding eligibility.
- 1.5 Caitlin Corkins and Elizabeth Peebles are willing to assist/advise with historic preservation concerns regardless of funding.
- 1.6 Typical preservation considerations for this building will include:
 - Use of compatible materials - don't distract from building or surrounding district.
 - Preserve the building's contribution to the district.
 - Addition should not rise above or interfere with the gambrel roof.
 - Protect and preserve wood floor, window trim, base board, and other interior historic features that remain.
 - Site review to see if an archeological study is needed where building expansion might be.
 - Building can be raised above street to address water infiltration if that makes sense.
 - Exterior stair removal is not seen as problematic
- 2.3 It is not imperative that expansion of vault capacity be contiguous with the existing vault. Storage of vital records could be a bit removed from the main vault if that involved demolition of existing concrete vault walls.
- 2.4 Program spaces as articulated by the last committee will be a starting point to begin design work.
- 2.5 Capacity of the leach field and water may be a limiting factor in what can and cannot be done on site. The committee will investigate capacity, permitting restrictions with the previous civil engineer as well as the Agency of Natural Resources (ANR). It is believed that the mound system was permitted and installed around 2000. It is believed the field was designed to accommodate the Town Offices and the adjacent brick building. Until those conversations happen gbA will "drop their pencils" and not expend any more time until directed to go forward.
- 2.6 Floodplain and floodway delineation will be needed before direction of addition is finalized.

NEW BUSINESS:

- 3.1 Scheme 1 with the majority of the addition on the north will not be pursued.
- 3.2 Scheme 2 will be developed with vault expansion being located on the north side of the building. This will require the relocation of the existing generator.
- 3.3 An accessible parking space on the south side of the building will be shown to begin discussions with the neighboring property owner.
- 3.4 Greg C. indicates the town office is in FEMA AE zone.
- 3.5 gbA will forward lift information to Curt for input. LULA shown on plans has been granted a variance as an alternative to a full-fledged elevator in a current gbA project at Landmark College. Some committee members want to pursue a basic lift. This decision will be needed soon to give direction to the cost estimator.
- 3.6 gbA will forward drawings to Lisa electronically for distribution.

END OF MINUTES

NEXT MEETING: November 17, 2022 at 1:30PM

COPIES TO: Attendees

These minutes are part of the official record. If corrections need to be made, please contact gbA as soon as possible for inclusion in the next minutes.